

## Safeguarding @ Hackney RFC

### All volunteers must read and follow this guidance.

#### Child Protection

Child protection is aimed at protecting an individual child at risk of coming to harm. There is a matter of UK law and there may be involvement from the police and the courts as well as children's services.

You **must** record and report any concerns that you have about a child in your care who may be at risk of being abused. You must report to club safeguarding or, in their absence, to the junior chair. The report will then be forwarded to Middlesex and RFU Safeguarding.

If you suspect that a child is at immediate risk, phone 999.

It is not your job to make a judgement about the accuracy of the report, it will be handed on to the people trained to deal with these situations.

It's important not to underestimate the emotional weight on yourself of encountering abuse among people you know.

#### **Types of abuse**

**Physical**-this occurs when individuals including other children deliberately inflict injuries on a child or knowingly do not protect them. It also occurs when children are given alcohol or inappropriate drugs or there is a failure to supervise their access to these substances

**Emotional**-this occurs when individuals deliberately and persistently fail to meet a child's emotional needs. These include all forms of bullying, isolation, and the setting of unachievable expectations, for example: over-emphasis on winning.

**Sexual**-this occurs when children are encouraged or forced to take part in sexual acts, it includes grooming and exposure to pornography. Coaches are in a position of trust regarding 16 to 18-year-olds and must not engage in a sexual or intimate relationship with them.

**Neglect**-a deliberate and persistent failure to meet a child's essential needs for food, warmth, and care, emotional or physical

All of these can occur in a rugby club.

#### **What to do if you have concerns or a child discloses abuse to you**

<b>DO</b>	<b>DON'T</b>
<b>Stay calm</b>	Panic or show your feelings
<b>Reassure and thank the child for telling you</b>	Make promises you can't keep. Never promise to keep a disclosure of abuse secret.
<b>Listen and take them seriously</b>	Make the child repeat the story unnecessarily
<b>Keep questions to the minimum to establish that abuse may be occurring</b>	Delay reporting to the safeguarding officer
<b>Record the child's words in your report</b>	Speculate or make assumptions
<b>Report it to the safeguarding officer who will share with the appropriate people</b>	Approach the alleged abuser
<b>Ensure the safety of the child</b>	Take sole responsibility
<b>Note changes in the child's behaviour</b>	Let data protection stop you sharing information that may keep a child safe

# Safeguarding @ Hackney RFC

## The welfare of the child is paramount. Safeguarding is everyone's responsibility

All adults wishing to have a role in the club are required to complete the volunteer application form and provide a character reference. We require current RFU DBSs for all adults in any position of responsibility. The entire club has a responsibility to actively protect children in our care from coming to harm. It is your responsibility to comply with our safeguarding officer throughout the process in a timely manner.

You won't be allowed to continue without clearance or with lapsed clearance.

There must be no physical contact between an adult and children whether to demonstrate, to correct or in any sort of contact including holding tackle shields or sausages.

No coach may run a session as a lone adult.

We acknowledge that abuse may occur at our club and we take responsibility for taking action to address it robustly.

A young person is a child until they reach the age of 18.

The RFU Safeguarding policy can be found here...

<https://www.englandrugby.com/dxdam/a4/a4f02b3f-8726-4c12-bcd3-6610345b7f68/safeguardingpolicybooklet.pdf>

We have a **DUTY OF CARE** for the safety and wellbeing of every child that attends club sessions, these are the ways in which we discharge that duty.

### 1 Safeguarding

- We make sure we are a safe place for children: we keep the grounds cleared of litter etc, provide drinking water, clean toilets and shelter available.
- We challenge anyone acting inappropriately during club sessions, whoever they are.
- We have up to date admin with session registers and accurate records of all members
- Contact and medical details are shared with coaches and 1<sup>st</sup> aiders,
- We meet minimum adult:child ratios as follows:
  - over 9 yrs **1:10**, 7-8 yrs **1:8** and under 7yrs **1:6**
  - These are minimum not optimal ratios; no session can be run with one adult whatever the ratio. If only one coach is available, no session.
  - Speak to the Head Coach if you need help with finding an assistant.
- Plan your session ahead of time taking the surface the session will take place on and the weather into consideration. If those change you may need to adapt by shortening the time, reducing the level of activity, and allowing more water breaks for example.
- First aider and first aid kit must be at hand at every session whether training or games.

### 2. Inclusion-

- Children develop at different rates; they will not all be physically and emotionally able to learn the same thing at the same time. This isn't a question of capability but of maturation.
- Plans need to have progression and additional support built in, use your knowledge of your players, ask them what they need and speak to their parents. Use game conditioning and breakouts to support learning

### 3 Diversity-

- We are an open access club, avoid the assumption all families are familiar with rugby.

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- Share your planning with parents and involve them in the session in a way that builds their confidence to support their child, for example give them a space to stand near and around the session so they can applaud in support.

### **4 Mental Health-**

- Plan activities that allow for confidence building, for example sharing skills and knowledge through peer coaching at an appropriate age and level.
- Keep your communication clear and concise. Jokes can be misconstrued and misunderstood. “Banter” between coach and young people is not permitted
- Make time in your session for feedback. Listen to the feedback and ideas the children give you. Allow time where they can communicate ideas and knowledge with each other.
- You may be more important in the lives of your team than you realise, by making time to listen and valuing their voice you are giving them the opportunity to share their worries and concerns with you.
- Don’t allow individuals to dominate, make sure everyone is heard and their contribution is valued
- Consider becoming a youth mental health first aider, there are courses available online or face to face. Speak to the safeguarding officer or rugby safe lead

### **5 Physical and Emotional Wellbeing**

- Do not allow physical contact between adults and children in or around your sessions, this includes holding tackle pads and sausages
- Setting standards for behaviour, demonstrate how to communicate with each other respectfully and in a friendly manner
- Aim for enjoyment of physical activity, don’t use it as a punishment

### **6 Supporting each other**

- If someone is struggling, support them. Don’t ignore repeated poor practice, speak to Head coach and safeguarding officer. This isn’t disloyalty, it’s supporting your club, your colleague and the children.
- We’re all part of the Hackney Rugby family, looking after ourselves and each other.
- We aren’t afraid to challenge poor practice or behaviour

For more help please see the RFU Code of Practice

<https://www.englandrugby.com//dxdam/fa/fa24cdeb-274f-4f94-a5af-26c1227ce068/Age-Grade-Rugby-Codes-of-Practice.pdf>

### **7 Tours**

Require permission from Middlesex. Speak to the safeguarding officer at the planning stage

More information can be found here

Touring with Children Safeguarding Guidance

<https://www.englandrugby.com//dxdam/24/24ce0656-9478-4b26-9964-77d44bbeb4e3/Touring%20with%20children.pdf>

### **8 Playing Out of Age Grade**

Always requires permission from Middlesex Safeguarding, Club Safeguarding Officer to sign off application before submission.

All information is here in

## Safeguarding @ Hackney RFC

Reg 15, Age grade rugby

<https://www.englandrugby.com/dxdam/08/0882fbc2-5069-4b69-b1f6-4dec9bf94385/Regulation%2015.pdf>

### First aid

#### We have a defibrillator (AED) which is kept in the back storeroom.

- If you use the defib, please inform the safeguarding officer and the rugby safe lead.
- You need to have passed a recognised First Aid course or be qualified medical professional. First Aid courses need to be repeated every 3 years. 1 day Emergency First Aid At Work or 3 day First Aid At Work qualifications from registered providers are acceptable as well as the RFU EFAW course.
- You will need to be the first aider at training and games including away games for your team. Let the rugby safe lead and coaching team know if you're going to be away
- Complete the accident book and you must inform the safeguarding officer every time you treat a casualty.
- Always introduce yourself and ask permission from the casualty before attempting treatment. If they are unconscious, you still need to introduce yourself and explain what you're doing as they may be able to hear you.
- Ask another trusted adult to remain as a witness.
- If you need to go into a changing room, take another adult with you and direct children to use another changing room, do not close the door.
- Avoid removing clothing, ask the casualty or parents if you need to do this.
- Email parents with head injury protocol even if they are present.
- Email parents confirming the injury that you witnessed, they may be asked how their child was injured by school or children's services.
- Always work within your knowledge and capability.
- Keep your first aid kit stocked with permitted items.

Contents list for first aid kits:-

#### Contents

1 x Accident book	1 x Foil blanket
2 x Pens	2 x Pair first aid gloves
1 x Antibac hand gel	10 x Sterile saline wipes
2 x Large first aid dressings	1 x Sterile swabs 10 x 10cm, 5 pack
2 x Medium first aid dressings	1 x Sterile swabs 7.5 x 7.5cm, 5 pack
1 x Small first aid dressing	1 x Sterile swabs 5 x 5cm, 5 pack
1 x Low adherent dressing pad 10 x 10cm	1 x Conforming bandage 10cm
2 x Low adherent dressing pad 7.5 x 7.5cm	1 x Conforming bandage 7.5cm
2 x Low adherent dressing pad 5 x 5cm	1 x Conforming bandage 5cm
10 x Washproof plasters, assorted	1 x Cohesive bandage 5cm
2 x Big plasters 8 x 6cm	1 x Elastic adhesive bandage 2.5cm
2 x Big plasters 10 x 7cm	1 x Assorted wound closure strips, 8 pack
2 x Big plasters 10 x 9cm	2 x Sterile saline pods
2 x Triangular bandages, non-woven	1 x Mouth-to-mouth shield
2 x Sterile eye pads	6 x Safety pins
1 x Pocket Mask	2 x Clinical waste bags
1 x Microporous tape	1 x Sterile saline bottle, 250ml
1 x Tuffkut scissors	3 x Instant ice packs